



STATE OF WASHINGTON

**OFFICE OF FINANCIAL MANAGEMENT**

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June 11, 2004

**TO:** Brad Ack, Director  
Puget Sound Action Team

**FROM:** Marty Brown, Director *MB*

**SUBJECT: ADDITIONAL INSTRUCTIONS FOR AGENCY BUDGET SUBMITTALS**

The Priorities of Government (POG) Results Teams recently completed work on the high-level purchase strategies that they believe will best achieve statewide results. As part of this effort, Teams also made suggestions about specific analyses and initiatives that will help them in the fall when they reconvene to produce detailed purchase plans for implementation of proposed strategies. Because Results Teams will be reviewing agency budget requests for activities that can be included in these purchase plans, we are communicating their ideas to you as you prepare your budgets.

Although the state is not facing quite the same fiscal challenges that generated the initial Priorities of Government process in 2002, initial estimates for 2005-07 indicate a \$700 million shortfall between forecasted state General Fund (GFS) revenues and the cost of continuing current GFS-funded services. The POG budget approach helps us focus on core services that contribute the most toward statewide results. This, in turn, provides a framework for OFM decisions and budget recommendations to the Governor.

**High-Level Strategies will Guide Budget Decisions**

We strongly urge your consideration of the information contained in this memo as you develop your agency budget proposal.

1. You will find enclosed a list of the high-level indicators of success and the purchase strategies recommended for each statewide result. This information is the investment criteria that Results Teams will use to create their purchase recommendations. Review the indicators and strategies for all 11 results and focus on areas that you believe can be influenced with activities in your agency. For example, if your budget includes activities that affect indicators in Result #4 (Improve Health) because they contribute to the statewide strategy of "mitigating environmental hazards," then your budget should help make that connection for the Results Team.

A summary is provided in this memo, but we encourage you to read the full reports of the Teams, particularly those prepared for Tollgate #2, to understand the context in which these recommendations were made. The reports are available at <http://www.ofm.wa.gov/budget/pog/teamreports.htm>.

2. For some agencies, there are recommended initiatives or research projects listed at the end of this memo. This means one or more Results Teams indicated interest in these ideas and are asking for additional information before they complete their purchase plan recommendation in the fall.
3. The Teams also suggested criteria that agencies could use to assess the activities they propose for funding. As you determine your budget request, we recommend you address these questions in your deliberations:
  - Are there options for earlier, preventative interventions as alternatives to more expensive services later?
  - Are those options evidence-based or supported by research as to their effectiveness toward the intended result?
  - Are we paying the right price for the services delivered?
  - Are activities properly coordinated for maximum effect?
  - Do activities have explicit outcomes and measures of performance?
  - Are there opportunities for outcome-based contracts?

### **Additional Information Requested for the Budget Submittal**

OFM has selected a number of the recommendations mentioned in the team reports to be completed as part of the budget development process. We ask that your agency submit the following information, either as part of your budget request, as an addendum to your budget submittal, or as a separate submittal on the date indicated.

1. The Department of Ecology should develop a coordinated budget proposal with the Puget Sound Action Team to reduce impacts from stormwater. The proposal should consider options to expand technical assistance to local communities, enhancements to stormwater regulation and monitoring and stormwater infrastructure improvements.
2. The Puget Sound Action Team, in consultation with the Department of Ecology, Department of Health and Department of Community, Trade and Economic Development, should develop a budget and legislative proposals for reducing water quality impacts from septic systems. In particular the proposal should examine the regulation and management of on-site and off-site septic systems, expanding nitrogen to the regulatory scheme, ways to assist local governments financially and ways to improve public education on the impact of these systems.
3. Provide information by activity, including FTEs and funding, on your agency's current capabilities and potential needs to support and provide necessary information to local governments for Shoreline Management and Growth Management Act updates.
4. Develop a budget proposal and potential legislation to address water quality and other concerns in Hood Canal.
5. The Puget Sound Action Team, in cooperation with other natural resource agencies, should develop options, and a potential budget proposal, on how to coordinate messages related to natural resource protection and to improve ways of getting data and information out to the public, local communities and the public. Please consult with the Department of Ecology, Department of Fish and Wildlife, the Conservation Commission, the Department of Natural Resources and the State Parks and Recreation Commission.

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If you have questions about any of these recommendations, please consult your assigned OFM Budget Analyst, who will then coordinate assistance with the appropriate Results Team.

Finally, I want to thank all of you for your energy and dedication as we head into another round of POG. Your efforts are critical to its success, and I know from experience that I can count on you.

Attachment

cc: Agency Budget Director